

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Minutes

DATE: Monday, December 11, 2017

LOCATION: Public Safety Training Facility
5370 Public Safety Place
Frederick, MD

ATTENDEES: Dave Barnes, DFRS; Sue Barthol, FC-DPW; Chris Ciucci, AstraZeneca; Rhonda Cunningham, FC-DEP; Bruce Degrange, FPD; Dennis Dudley, FC-DEP; Kevin Fox, DFRS; Milt Frech, BPD; Ed Hargis, FPD; Chip Jewell, VFRS; Todd Johnson, Health/HCC&P; Carroll Jones, FC-MML; Craig Kuhn, Red Cross; Ronald Kunz, NIH; Mark Landahl, FCSO; Rebekah May, FC-DEP; Robert McNamara, Skyworks; Garth Phoebus, Ft. Detrick; Joyce Renner, State Farm; Wayne Wachsmith, MSP; Samantha Williams, Max Health; Melissa Wyatt, Red Cross.

Dennis Dudley called the meeting to order at 0833 hours.

INTRODUCTION AND WELCOME OF LEPC MEMBERS AND GUESTS

All in attendance introduced themselves.

MEETING MINUTES:

- A motion was made by B. Degrange and seconded by P. Wallick that the minutes of the October 25, 2017, meeting be accepted as presented. The motion passed unanimously.

COMMITTEE REPORTS:

- External Sub-Committee
 - Nothing to report.
- Internal Sub-Committee
 - Nothing to report.

OLD BUSINESS or INFORMATION:

- R. Cunningham gave a report on 1 incident.
- Review Constitution and Bylaws. Will be reviewing this at the next meeting.
- Election of Officers
 - Nominations: (D. Dudley Volunteered to serve as chairman. D. Dudley asked for volunteers for Vice Chair, D. Barnes volunteered. D. Dudley nominated R. Cunningham for Secretary)
 - Dennis Dudley – Chair
 - Dave Barnes – Vice Chair
 - Rhonda Cunningham - Secretary

- Due to one person nominated per position a motion was made by B. Degrange and seconded by P. Wallick to elect the slate of nominated officers.
- Officers Elected
 - Dennis Dudley – Chair
 - Dave Barnes – Vice Chair
 - Rhonda Cunningham - Secretary
- Voting Members – Please let Rhonda know your agencies members to ensure the membership is updated.

NEW BUSINESS

- LEPC 101 – PowerPoint attached.

ROUNDTABLE:

- T. Johnson
 - Health Dept. will be holding a Full Scale Exercise on April 3, 2018 with our Closed Point of Distribution partners, some of who are LEPC members. The save the date has been distributed and the initial planning meeting will be held on January 26, 2018 with more details and a calendar invite coming soon.
- C. Ciucci
 - Executed an active shooter drill. We had this exercise as a deliverable for 2018 and have not started development of the exercise, just identified.
- C. Jewell
 - Is retiring at the end of December and wanted to thank everyone for the opportunity to work with them.
- D. Barnes
 - Working to update policy and procedural deficiencies noted from the recent joint person under investigation training with Frederick Memorial Hospital.
 - Conducted a 2-day joint training exercise with FMH on patient decontamination.
- C. Jones
 - Spoke about the Public Information Act – Request Denials. MML will work with stakeholders to provide clear authority to deny MPIA requests that would require the release of email addresses and phone numbers provided by residents to allow them to receive emergency alerts and city/town newsletters. A denial would not apply to MPIA requests for information related to individuals who comment on public policy matters related to the operation of government.
- D. Dudley
 - Is working with Citizens Care and Rehabilitation Center to do some tabletops and drills in 2018.

A motion was made by T. Johnson and seconded by M. Landahl to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0915 hours.

Respectively submitted by Rhonda Cunningham, Secretary.

Next Meeting: January 8, 2018, 8:30 am, PSTF, Room 126